



**Shelby County
Tennessee**

MARK H. LUTTRELL, JR., MAYOR

REQUEST FOR QUOTATION

BID DESCRIPTION: SALE OF COIN-OPERATED LAUNDRY MACHINES

COMMODITY: 998-59 LAUNDRY EQUIPMENT: SALE OF
SURPLUS & OBSOLETE ITEMS
(Code No. and Description)

BID NUMBER: Regular Bid I000117

DUE DATE: NO LATER THAN 4:00pm Tuesday 8/09/11
(TIME) (DAY) (DATE)

☒ **ORIGINAL SPECIFICATIONS** ☐ **(REVISED) SPECIFICATIONS**

160 NORTH MAIN STREET, MEMPHIS, TENNESSEE 38103



**Shelby County
Tennessee**

MARK H. LUTTRELL, JR., MAYOR

July 22, 2011

Shelby County Government has issued **Regular Bid I000117**, for the **SALE OF COIN-OPERATED LAUNDRY MACHINES**. The bid is located on the County's website at <http://www.shelbycountyttn.gov/>. At the top of the home page, click on the links "Department", "P" for the Purchasing Department and "Bids" to locate the name of the above-described bid.

Please note that the bid is due no later than 4:00 PM, 08/09/2011, in the office of the Administrator of Purchasing, 160 North Main Street, Suite 550, Memphis, TN 38103.

There will be a site visit on Wednesday, August 3, 2011, 10:00 a.m. at 3004 Lamar Ave., Memphis, TN to review the coin-operated laundry machines offered for sale.

Shelby County Government reserves the right to reject any or all bids and to waive any informality therein.

If there are any questions regarding the bid, please contact Debbie Cairncross at deborah.cairncross@shelbycountyttn.gov or (901) 545-4360.

Sincerely,

Clifton Davis,
Administrator of Purchasing

MARK H. LUTTRELL,
JR.
MAYOR



SHELBY COUNTY PURCHASING DEPT.
160 N. MAIN – SUITE 550
MEMPHIS, TENNESSEE 38103-1880
(901) 545-4360

| REQUEST FOR QUOTATION | | |
|---|---------|------------------|
| NUMBER RB | I000117 | DATE 07/22/11 |
| THE ABOVE NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE. THIS IS NOT AN ORDER | | |
| AS A CONDITION TO BID AWARD, IF ITEM(S) CONTAINED IN THIS BID REQUIRE MATERIAL SAFETY DATA SHEETS, THE SUCCESSFUL BIDDER SHALL PROVIDE DATA SHEETS WITH DELIVERY OF PRODUCTS. | | |

| | | | | | |
|--|----------------------------|---------------|-------------------------------|------------------------------|------------------------|
| QUOTE NOT LATER THAN 4:00 PM 8/9/11 | DATE DELIVERED REQ. N/A | F.O.B. N/A | REQUISITION NUMBER R016420 | REQUISITION DATE 06/20/11 | BUYER D. CAIRNCROSS |
|--|----------------------------|---------------|-------------------------------|------------------------------|------------------------|

BASE YOUR QUOTATIONS ON THE TERMS AND CONDITIONS PRINTED AND/OR TYPED HEREON

| ITEM | QUANTITY | UNIT | DESCRIPTION | UNIT PRICE | AMOUNT |
|------|----------|------|---|------------|--------|
| 1 | 1 | LOT | <p>COIN-OPERATED LAUNDRY MACHINES</p> <p>NOTICE TO BIDDERS:</p> <p>THIS IS OUR REGULAR BID #I000117, WHICH IS DUE NO LATER THAN 4:00 PM, TUESDAY, 08/09/11. THIS BID WILL BE OPENED BY THE BUYER AND EVALUATED AS TO THE SUCCESSFUL BIDDER.</p> <p>IN ACCORDANCE WITH PRESENT PROCEDURES, RESULTS OF THESE BIDS ARE NOT DISCLOSED UNTIL THE FINAL AWARD IS MADE. AT THAT TIME YOU OR YOUR COMPANY'S REPRESENTATIVE IS WELCOME TO COME AND LOOK AT THE BID RESULTS.</p> <p>BIDDER AGREES TO ALL TERMS AND CONDITIONS STATED IN THE BID DOCUMENTS AND AGREES TO ASSUME ALL RESPONSIBILITY AND LIABILITY FOR THE REMOVAL OF THE EQUIPMENT - SEE DETAILED TERMS AND CONDITIONS</p> <p>(SIGNATURE REQUIRED ON THIS PAGE)</p> | \$ | \$ |

THIS IS NOT AN ORDER

NOTE DELIVERY REQUIRED AND IN QUOTING, ADVISE DEFINITE DELIVERY

TOTAL →

| | | | | |
|--------------------------|-----------|--------------------------|----------------|-------------------|
| COMPANY NAME | | COMPANY ADDRESS | | COMPANY PHONE NO. |
| FEDERAL I. D. NO. | | TERMS: AS IS/WHERE IS | | DATE OF QUOTATION |
| EFFECTIVE FOR 30 DAYS | SIGNATURE | | OFFICIAL TITLE | |

ALL BOXES ABOVE MUST BE COMPLETED FOR YOUR BID TO BE CONSIDERED. SEE GENERAL BID REQUIREMENT ON NEXT PAGE.

SALE OF COIN-OPERATED LAUNDRY MACHINES

DETAILED TERMS & CONDITIONS

1.0 SCOPE:

1.1 It is the intent of this bid to obtain firm prices for the sale of surplus equipment, consisting of twenty-six (26) coin-operated washers and nineteen (19) coin-operated dryers, currently installed at 3004 Lamar Ave., Memphis, TN.

2.0 EQUIPMENT LIST :

2.1 Coin-operated Washers

- a. (3) Wascomat , model # W125
- b. (5) Wascomat, model #W640
- c. (6) Speed Queen
- d. (5) Huebsch
- e. (7) Whirlpool

2.2 Coin-operated Dryers

- a. (9) Wascomat, model #TD30
- b. (8) Speed Queen
- c. (2) Primus

3.0 INSPECTION:

3.1 Bidders wishing to view the equipment for sale can attend a site visit on Wednesday, August 3, 2011, 10:00 a.m. at 3004 Lamar Avenue, Memphis, TN.

4.0 CRITERIA OF AWARD:

4.1 Award will be made to the highest bidder. These items are being sold "as is/where is". The successful bidder will have to un-install the machines and remove them from the property. Shelby County Government makes no warranty concerning the

operational condition or fitness for a particular use of these machines.

4.2 Successful bidder will have thirty (30) days from date of receipt of payment to remove the items.

5.0 **LIABILITY:**

5.1 Successful bidder will be responsible for all cost required to remove the equipment.

5.2 Bidder is responsible for an additional cost incurred by the County to remove the items if successful bidder fails to do so by the end of the thirty (30) day period.

6.0 **INSTRUCTIONS FOR SUBMITTING BID:**

6.1 Submit bids in a sealed envelope with the following information shown on the outside:

a. Bid must be sealed and must be clearly marked with the bidders name and "**SALE OF COIN-OPERATED LAUNDRY MACHINES, RBI000117**" on the outside of the envelope.

b. Due date of August 9, 2011, no later than 4:00 p.m.

6.2 All offers must be signed by the bidder, and where offers are submitted by a company, the signer must be authorized to sign for the company.

6.3 A minimum bid has been established at \$400.00.

6.4 Bidders are no required to have a vendor number no an EOC number with Shelby County Government in order to bid or to receive a bid award.

7.0 **PAYMENT:**

7.1 Successful bidder must submit the total payment to Shelby County Government within fourteen (14) days of notification of the award.

8.0 **REJECTION OF BIDS:**

8.1 Shelby County reserves the right to reject all bids.